

Reports for ONB Exec Cttee Mtg 14th March 2023

Please find detailed below the reports for the ONB Exec Cttee Mtg

Agenda Item	
5	Chair's Report - see attached report.
6	Treasurer's Report - see attached report.
7a	Swimming Sec - see attached report
7b	County Records Officer - see updated attached records
7c	Artistic Swimming Sec - see attached report.
7d	Officials Sec - see attached report.
7e	Masters Sec - see attached report
7f	Disability Officer Report and Para Records - see attached report.
7g	Masters Records - <i>no report received.</i>
7h	Swim Mark Coord - <i>no report received.</i>
8	County Team Coach (to cover Dev Camp/Fixtures) - see attached report.
9	Welfare Officer Report - see attached report
10	Funding Applications – 3 received; Oxford University Water Polo Club, CMK and Thame SC
11	Future ONB Funding – no report; discussion only with report for May mtg.
12	Swim England South East Report - see attached report.



The Oxfordshire and North Buckinghamshire (ONB) Amateur Swimming Association

Chair's Report March 2023

Massive thanks go to all those who worked so hard to ensure the 2023 ONB Championships were so successful and special thanks to Sharon McNab who stepped into the role this year. As always these championships would not be possible without the many hours of help from ALL volunteers, both poolside and behind the scenes; your time and efforts are much appreciated.

Congratulations to each and every swimmer who competed we hope you enjoyed the experience and congratulations to our winning club, Maxwell, who were the top club for the first time in 10 years.

Four members of ONB (myself as Chair, Nicky Mellings as Secretary, Oliver Stockland as President and Lucie Clarke as County Welfare) attended a County Governance Day with Swim England on 11th March to discuss a new County Governance Code and The Role of Counties. This is following a survey that Swim England sent to all County Associations throughout England. A copy of the presentation and materials are attached to this report for information.

Briefly the day covered:

- A new Code of Governance for County Associations is to be introduced in 2023 (Matrix III) and 75% of all associations are expected to be compliant by the end of 2023.
- We will need to provide information on Governance, Welfare, Equality & Diversity, Health & Safety, and Workforce
- There were discussions about the challenges we face at a County level.



The Oxfordshire and North Buckinghamshire (ONB) Amateur Swimming Association

- Discussions about Welfare and Safeguarding and whether a County Welfare Officer is needed. Lucie was praised for her level of engagement and knowledge and is already implementing many of the actions Swim England is planning
- Suggestions were made about splitting Artistic, Water Polo and Diving out of County remit and these would be covered just at a Regional level
- Slight concern was raised regarding the fact our County Coaches are not contracted.

Overall I felt that ONB is considered to be in a good condition but all County Associations will have a further meeting with a Swim England representative where actions specific to ONB will be addressed.

Karen Underwood

Chair



Oxfordshire & North Buckinghamshire Counties ASA
Affiliated to Swim England Southeast

Treasurer's Report March 2023

Banking

We are still having ongoing issues with Barclays which is not currently affecting our ability to pay bills. As I am not present at this meeting, the Chair will explain the issues we have faced since last August with Barclays Business Banking.

At this meeting, I would like the ONB Executive to agree the following:

- To amalgamate the current General and Competitions Accounts into one. Separate accounting (competitions, general and reserve) will still take place and be reported at each Executive meeting. Currently the Competitions Account gains no interest despite significant money being in it.
- To move all accounts away from Barclays Bank.
- To open accounts with Metro Bank. The agreement of the Executive is required in accordance with our constitution. Metro Bank:
 - operate community accounts.
 - have branches open 7 days a week in Aylesbury and Oxford.
 - accept cash payments which we need for the Counties.
 - have online banking.
- To open a Metro Bank "Community and Charity Bank Account". As we have less than 200 transactions per month, this would be a no charge account. This account would operate with a running balance of £1000.
[Community current account](#)
- To open a Metro Bank "Community Fixed term Deposit Account" for one year which has a fixed interest rate of 3.01% AER. To deposit £17,000 into this "Community Fixed term Deposit Account".
[Community Fixed Term Deposit Account](#)
- To open a Metro Bank "Community Instant Access Deposit Account" which currently has an interest rate of 0.6% AER. This account will be used to hold the remainder of the ONB money with easy transfer to the main current account as and when required.
[Community instant access deposit account](#)



Oxfordshire & North Buckinghamshire Counties ASA
Affiliated to Swim England Southeast

Treasurer's Report March 2023

- To confirm in the minutes of this meeting that the key official roles (Principal Officers as stated in the constitution) are:
 - Chair
 - Secretary
 - Treasurer
- To confirm in the minutes of this meeting that the people appointed to the key official roles are:
 - Chair - Karen Underwood
 - Secretary - Nicola Mellings
 - Treasurer - Christine McLintock
- To confirm in the minutes of this meeting that the people authorised to operate the accounts are:
 - Christine McLintock, Karen Underwood and Sharon MacNab
- To confirm in the minutes of this meeting that the account signing rule will be two of the three authorised people.

I will then present signed (by two of the key officials) and dated (within three months of applying for the new accounts) minutes plus our Constitution document to Metro bank to start the opening of accounts with them.

Bank balances as of 28/02/2023

	As of 28/02/2023	As of 31/12/2022	As of 31/10/2022	As of 05/05/2022	As of 01/04/2022 (Beginning of financial year)
Competition A/C	£15,702.15	£22,594.84	£3,275.20	£8,267.90	£8,267.90
General A/C	£132.46	£320.41	£361.66	£379.30	£484.87
Creditors - General A/C	-£406.67	-£613.34	-£783.34	-£1,197.40	-£1,222.58
High Interest Business A/C	£20,604.57	£21,404.57	£21,892.12	£26,532.43	£26,534.40



Oxfordshire & North Buckinghamshire Counties ASA
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Treasurer's Report March 2023

Net worth

As of 28/02/2023	As of 31/12/2022	As of 31/10/2022	As of 05/05/2022	As of 01/04/2022
£36,032.51	£43,706.48	£24,745.64	£33,982.23	£34,064.59

High interest Business Account from 01/01/2023 to 28/02/2023

£800 has been transferred in total from this account to the General Account during this time period.



Oxfordshire & North Buckinghamshire Counties ASA
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Treasurer's Report March 2023

Income and expenditure General Account from 01/01/2023 to 28/02/2023

Income Categories	
Transfer from High Interest Business Account	£800.00
Total Income	£800.00
Expense Categories	
Athlete Development costs	
Pool hire	£262.50
Room hire	£300.00
Staffing expenses	£50.00
Total Athlete Development Costs	£612.50
Funding	
Funding Training-Coaches	£116.67
Officials	
Officials Training fees	£200.00
ICT	
Software	£28.78
Sundry	
Room hire	£30.00
Total Expenditure	£987.95



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Treasurer's Report March 2023

Development Camp December 2022

The final income and expenditure for the December 2022 Development Swim Camp is below.

Income				
Date	Item	Number of swimmers	Charge per swimmer	Amount
Nov 22	Income from swimmers	17	£15.00	£255.00
Expenditure				
Dec 22	Staff Allowances	Number	Cost for post	Total
	Head coach	1	£150.00	£150.00
	Lead Team Manager	1	£100.00	£100.00
	Lane Coach	3	£50.00	£150.00
	Skills Coach	1	£20.00	£20.00
	Total			£420.00
Dec 22	Pool hire		£262.50	£262.50
	Room hire		£300.00	£300.00
	Total			£562.50
	Total Expenditure			£982.50
	Overall loss			-£727.50



Oxfordshire & North Buckinghamshire Counties ASA
Affiliated to Swim England Southeast

Treasurer's Report March 2023

Income and expenditure Competitions Account from 01/10/2022 to 28/02/2023 (figures relate to 2023 Championships unless otherwise stated)

The current position is below. There are still invoices outstanding and clubs have to be reimbursed the appropriate amount of their 2% surcharge levy.

Income Categories	
Coaches Passes for 2022 Championships (WWHSC)	£90.00
Memorabilia sales for 2022 Championships (Bourne End)	£48.00
Individual entries	£21,400.00
Individual entries overpayment (OU)	£216.00
Relay entries	£2,830.00
Coaches passes	£1,500.00
2% surcharge	£467.28
Memorabilia sales	£2,552.00
Admission fees	£7,473.73
Donation from Barclays	£125.00
Total Income	£36,702.01
Expense Categories	
Refunds entries for 2022 Championships (WWHSC)	£567.00
Refunds entries overpayment (OU)	£216.00
Trophies and medals	£7,048.25
Catering	£1,578.31
ICT software and equipment	£647.68
Officials expenses	£426.44
Hire charges - non pool	£2,800.00
Hire charges - pool	£13,650.00
Stationary	£274.28
Memorabilia	£2,059.80
Total Expenditure	£29,267.76



Oxfordshire & North Buckinghamshire Counties ASA
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Treasurer's Report March 2023

Outstanding approved funding requests as of 28/02/2023

£116.67 was paid to Bicester Blue Fins in January 2023 for their Level 1 coaching course. £206.67 had been requested and approved in February 2022 but the final claim was lower.

Date approved	Club	Item	Amount
12/07/2022	Oxford & Witney Artistic Synchro	2 x Headstand stools	£200
14/09/2022	Bicester Blue Fins	1 x Level 2 coaching course	£206.67
		Total	£406.67

Swim Sec Report – March 2023

The 2023 Oxfordshire and North Buckinghamshire County championships concluded on February 12th. I am pleased with how the championship went and the amazing spirit shown throughout the championships.

The feedback I received during the championship was very positive. It was great to see the spectators back in the stands cheering on their swimmers and clubs and creating a brilliant atmosphere.

The following dates are being considered for the 2024 Championships, although these are not confirmed and will be subject to pool availability, format of championship and the debrief outcome.

Oxford Leys – Saturday 6th January & Saturday 13th January 2024

Aqua Vale – Saturday 20th January 2024

Saturday 3rd February/Sunday 4th February 2024

Saturday 10th February/Sunday 11th February 2024

The Championship made a profit of £7243.17. The main increase in cost has been the hire of the pool at Aqua Vale and further discussion will need to take place as I have now received notification of increased pricing from April 2023.

The debrief is scheduled for **7.00pm on Tuesday 25th April** via Zoom. Please could you forward any feedback by email to onbswimsec@gmail.com **before 11th April** to add to the agenda.

I would like to thank the amazing volunteers who gave up their time to support this year's championships. And finally, Oliver Stockland and Karen Underwood who were always there to give me a guiding hand if needed, so Thank you!

Sharon MacNab

Swimming Secretary

OXFORDSHIRE & NORTH BUCKINGHAMSHIRE COUNTIES EXECUTIVE CTTE

RECORD CLAIMS

14th MARCH 2023

Short Course

OPEN

Mens

200 Breast	Jonathan Rutter	Oxford University	2.09.97*	05/02/23	Aylesbury
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*This time equals the existing record.

Long Course

OPEN

Mens

800 Free	Harry Wynne-Jones	CMK	8.20.35	12/03/23	Sweden
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Unofficially there were 6 New Meet Best Times at the County Championships 2023.

O&NB County Artistic Swimming Report

March 2023

Since the last report it has been a quiet preseason time as far as events go.

Swimmers from the county attended an examination grade Day, judges have attended two online upskilling seminars with more ongoing over the next few months.

Towards the end of the month the National Age Group Championships takes place in Gloucester. This will be the first national event where some of the new FINA changes will be applied – a learning curve for swimmers, coaches and judges alike.

One swimmer, Freya Parker, from OWASC has qualified for the figures section and we wish her all the best for competing the new figures for the first time.

Mandy Fuller

(O&NB County Artistic Swimming Sec)



The Oxfordshire and North Buckinghamshire (ONB) Amateur Swimming Association

March 2023.

Thank you to all the Officials' who volunteered to help at this year's Championships and thanks also to Felicity Govan for her assistance in organising the volunteers.

We had 77 Officials covering 173 roles over the long distance and 400s weekend and 81 Officials covering 390 roles over the main weekends. Many Officials were able to gain valuable mentored experience in trainee roles and some were able to qualify a new Officials or obtain a new qualification, congratulations to all.

We are currently running a survey to ascertain whether our ONB Officials wish to change the uniform worn by technical officials at its licensed meets to black instead of white. We will still retain white polo shirts.

If this change is implemented, it is expected that ALL clubs within the County adopt this change so that there is consistency throughout (allowing for a transition period) and this change will be fully implemented at next year's County Championships.

The new World Aquatics (FINA) rules were implemented as of 10th March and SE Region has just started a course of zoom meetings for referees to update them of the changes. It is planned that ONB will run a series of CPDs on rules changes via zoom meetings for all officials within the County. It is my understanding that ALL licensed Officials will have to attend one of these CPDs before 31st August 2023 to retain their licence.

I am still waiting to receive the training material so that we can start these sessions, as soon as this is received link will be sent to enable people to sign up to a suitable date.

Karen Underwood

Officials' Coordinator

MASTERS SEC REPORT – MARCH 2023

Masters swimmers from clubs across the county have made a good start to the year competing at the SE Region Long course championships in Crawley, the Royal Navy Masters Meet at Millfield, and The Bracknell Masters open meet.

Congratulations to all who represented their clubs in these meets.

Lindsay Kelly Onay
Masters Sec

ONB Disabilities Report March 2023

The county championships included the 200IM for para swimmers for the first time, which was much appreciated! It would be really nice to have a few more para swimmers taking part in competitions within ONB. If you have any swimmers who may fit the para swimming profile then please make sure that they attend a regional training session to have their skills signed off to allow them to progress onto the classification waiting list. As soon as I receive details about the next regional training session I will distribute these. In the mean time if you have any swimmers with disabilities (including hearing impaired) who would like to take part in a para competition there is the Len Badcock Memorial Para Meet on 25/1/23 to be held at Barnet Coptall, they are accepting entries from swimmers, classified or not, all details at <https://uk.teamunify.com/EventShow.jsp?id=721261&team=reczzmcauk>

The next big competition for para swimming is the British International Meet being held later this week. I am swimming 4 events and will let you know how I get on at the next meeting.

Amanda Readhead
Disabilities Rep

COUNTY TEAM COACH REPORT – MARCH 2023

I would like to start off, giving a big well done to all clubs and Swimmers competing at Counties 2023, another great year. Also, congratulations to our winning club, Maxwell.

Thank you to everyone who officiated and supported throughout counties.

Chantel, Paul, and I have been working hard on selection of our new pathway camp swimmers. We have found it hard finding pool time, but we now have two dates booked in Thursday 6th April and Sunday 3rd September. Looking forward to working with our new pathway swimming in our county.

Regards,

Hannah Wilson
ONB County Team Coach

ONB County Coord Sec – Report for March ONB Meeting

1. Intercounties - The team intend to travel to Sheffield the night prior to inter counties and stay over. We have not researched accommodation yet but wanted to see provisional approval for this from the committee. We have no idea on cost or arrangements as we will finalise this if we get provisional approval.

2. Counties - The vast majority of clubs supported the volunteer process at counties. We managed to fill almost all the roles with clubs like Banbury, Bicester, CMK, Maxwell and Kidlington stepping in to cover roles certain clubs would not fill. Other clubs also helped fill the roles but these clubs came forward the most when the cry for help went out. It should be raised that we cannot run these championships without volunteers; Aylesbury District failed to fill over 30% of their roles. Allocation was based on number of swimmers per gala and they filled 19/32 They were by far the worst offenders and made organising the volunteers particular difficult.

3. We are targeting 6th April and 3rd September for this years' Development Camps. We are awaiting confirmation from Stantonbury in regards the pool booking and costs. Currently we have only 20 swimmers identified (12 girls and 8 boys). Only 4 out of 16 clubs have both boys and girl representation.

Paul Baybutt

ONB County Coord Sec

County Welfare Officer Report March 2023

Hot topic – period wear!

Having been in place for a few months now and opened those communication channels with the Club Welfare Officers, there is a common theme being discussed with me and that is of the Swim England guidance on period wear at events, whether licenced or unlicenced. This is understandably a sensitive topic for most clubs as many of their members are girls around the age where this is likely to affect them, at a time where they are just getting their head around changes to their own body. Having spoken to a few WO, I believe that most of the concerns are likely to be around how this has been communicated and how the guidance reads – I have fed this back to Swim England, although have not had any response.

In the interim, Karen has kindly clarified that as long as someone, whether that be the swimmer, a parent, a friend, the coach (or any other person) informs an official prior to the event that they are wearing period wear, then this will suffice. It is not mandatory for the Coach to be made aware, or any other member of the club. My understanding is that some clubs within our County are insisting that the coach needs to be made aware so they can pre-empt any DQ and deal accordingly. The guidance makes it clear that “swimmer’s privacy will be respected by all individuals”. As such, there is no need for a coach to be aware if that swimmer is not comfortable with this – as long as an official knows.

Having been present at the ONB Counties, I witnessed this process and the list where the information is stored. It is all very discreet. I had promised to send out an email to all WO to confirm this process and was planning to do so this week, when I have been made aware of another event a club took part in where the officials present there said they would not be seeking information on anyone wearing period wear as it did not benefit anyone involved. I have asked for further clarification on this before sending out any communication as I want clear understanding of when this information is required at a meet, and if it doesn’t apply to all, then how do clubs/swimmers know if they need to or not (to avoid swimmers informing people of this personal information unnecessarily).

Counties 2023

I was present at as many of the events as I could, and this being my first term as CWO, it has given me much to reflect on and to put in place prior to next year’s competition. Sharon did a fantastic job and there was clearly a lot of work on her. Unfortunately, I couldn’t make it to the first two weekends, and I wrongly assumed there would be WO there from each club. When I became aware this was not the case, I contacted all WO to see who was planning to attend the events moving forward and was then able to provide Sharon with a “rota” of all WO that would be on site throughout the whole of the Counties moving forward. I will ensure this is done in advance for next year. Although not in attendance at all sessions, I was and will always be on the end of the phone in case of any concerns.

Having said this, I am not aware of any welfare issues. There were a couple of issues brought to my attention such as swimmers being in dry changing areas unsupervised but this was easily addressed.

It was a great opportunity for me to meet several of the WO and club team members to make them aware of my role and ability to contact me if needed.

Club Welfare Officers

I have now made contact with most WO within our affiliated clubs. I asked all WO to get back to me confirming that I have the correct details for their club, and also just to make sure the email worked! There are a couple of clubs I have yet to hear from: **Buckingham, City of Oxford Water Polo, In Synch, & Wantage White Horses.**

Interestingly, the role of County Welfare Officer was discussed in the recent County Roadshow and it seems that some may not perhaps be as involved as I might be, and therefore might not be making contact with all their club WO as above. However, my thoughts are that if I have the County role I want to make sure I have some responsibility for ensuring our clubs within our County at least have the WO in place and they are able to be contacted. I will feed back to the relevant Chair's for the Clubs I have not heard back from.

There are a few other minor admin bits I would like to feedback on such as some WO using their personal email addresses, and will look to do this in the near future.

Lucie Clarke

County Welfare Officer



ONB Meeting March 2023

Annual Council Meeting

The Region's Annual Council Meeting will take place on Wednesday 19th April 2023 as an online meeting.

This is your opportunity to help shape the work we do and where we invest.

For more information about the Annual Council Meeting please contact

bryony.gibbs@southeastswimming.org

Regional Swimming Championships 2023

Dates

22nd/23rd April, 13th/14th May – age group champs – Winchester including the 15-year-old boys' events this year.

28th April – 1st May – youth champs – Wycombe

Full information is available on the website, entries are now open

<https://www.southeastswimming.org/swimming/summer-championships-2023/>

Regional Swimming Off-shore Camp – Luxembourg

The region sent a team of 26 athletes to compete in the Luxembourg Euro Meet in January. This was led by Head Coach Paul Lloyd. The standard of competition was extremely high with several international starts such as Chad Le Clos and Ben Proud. ONB were represented by Harry Wynne – Jones and Ruby Stephenson from CMK. Both coming away with Junior medals.

SwimMark and Club Affiliation

Congratulations to Bicester Blue Fins, Bletchley and District, CMK, Newport Pagnell and Witney and District SC for maintaining their SwimMark this quarter. The following clubs have successfully completed club affiliation this quarter; City of Oxford Water Polo, Henley SC, Insynch Milton Keynes, Oxford Brookes University, Oxford University WP, Sunflower SC and Wantage Youth SC.

We are asking all SwimMark clubs to update their constitutions in line with the 2022 model in time for their reaccreditation this year. We will be asking the non SwimMark clubs to do this in time for their club affiliation deadline early next year. Thank you to Chris Hobbs from Sussex who has been checking the ONB constitutions so efficiently on behalf of the region.

Swim England Health Check for Clubs

A few months ago, Swim England launched a club health check tracker. The tracker, delivered by Sporting Insights, is an online platform that will be used to support aquatic clubs with continuous improvements within six core areas of club development.

The six areas of coaching and teaching, financial management, pool operator relationships, governance and standards, growth, and volunteers will all be assessed as part of a self-assessment survey which clubs can complete in the tracker once a year.

Clubs have been sent their user details. After completing the survey, clubs will be shown an interactive results section which displays their scores compared to an average from other clubs up and down the country.

The aim is to help clubs identify their areas of strengths and weaknesses so they can target their development. The tracker also provides support to make those improvements with results catering to each individual club's needs.

Each discipline section of clubs will be invited to complete the tracker, this ensures all sections of clubs will be supported and discipline-specific benchmarking of results is possible.

Clubs have been sent their login details already but if you have not received them please contact clubdevelopment@swimming.org the deadline for clubs to complete this is the 22nd March.

Swim England Handbook and Wavepower

The Swim England Handbook has recently been updated and released and includes a number of regulation updates in relation to the Club Complaints procedure, Judicial complaints and Safeguarding and Welfare. A copy of the new handbook can be found here: <https://www.swimming.org/swimengland/swim-england-handbook/>

Pages 10 & 11 within Wavepower have also been updated to reflect changes within the Swim England safeguarding team and the process of reviewing reported safeguarding cases; <https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>. A full review of Wavepower is still planned for later in 2023 and will be communicated appropriately when relevant.

Heart of Aquatics

This week, Swim England has launched their Heart of Aquatics plan. The Heart of Aquatics is Swim England's Welfare, safeguarding and culture plan. For more information please see the link <https://www.swimming.org/swimengland/heart-of-aquatics/>

South East Training/ Workshops

- Time to Listen course – 4th May, 4th July <https://www.southeastswimming.org/time-to-listen-training/>
- Team Manager 1 – 27th March, 17th April <https://www.southeastswimming.org/workforce/team-managers/>
- Team Manager 2 – 13th March <https://www.southeastswimming.org/workforce/team-managers/>